

QAR Team Meeting Dec 19 2011

Next Meeting – Jan 9 2012 at WH2NW (Black Hole)

First	Last	Organization	phone	email	Present
Bakul	Banerjee	CD	5251	bakulb@fnal.gov	X
Adam	Bracero	TD	2536	bracero@fnal.gov	
Frank	Cesarano	BSS	4188	cesarano@fnal.gov	X
John	Dawson	ESH	4830	jbdawson@fnal.gov	
Nicole	Gee	WDRS	3697	nicole@fnal.gov	X
Jed	Heyes	OQBP	3969	jhey@fnal.gov	X
Tom	King	QAE	6474	mrdking@fnal.gov	X
John	Martzel	QAE	5061	martzel@fnal.gov	
Kurt	Mohr	QAE	6001	kmohr@fnal.gov	X
Mike	Pakan	QAE	2236	mpakan@fnal.gov	X
Don	Rohde	AD	2367	rohde@fnal.gov	X
Eugene "JJ"	Schmidt	PPD	4328	jj@fnal.gov	
Rod	Walton	FESS	2565	rwalton@fnal.gov	X
Jim	Wollwert	FI	5561	jwollwer@fnal.gov	

Meeting locations for future QAR meeting locations:

ALL Monday meetings in WH2NW (Black Hole) at 9:00 AM – *Every other week*

Carry Over Items & Task Assignments

1	Update Fermi Consolidated Assess Schedule Spreadsheet	Dec 31, 2011	QARs
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Items Covered Today

Topic	Assurance Council
Discussion	Reviewed management issues – old & new. Mike Weiss, DOE, wants to reduce redundant assessment at FNAL – also a time & manpower issue for DOE. The Dashboard and consolidated assessments may make the status of activities so well known that DOE will want/favor fewer assessments. Issue of who will coordinate and lead Contractor Assurance System (CAS) continues. Lessons Learned (LL) languishing, but ES&H must do LL because of priorities from ISO and other certifications at stake. AC wants Pier to name a project manager for CAS.
Resolution	N/A

Topic	Consolidated Assessment
Discussion	D/S/C (QARs) should submit all reports & assessments to consider in consolidated assessment schedule. Reports should serve as an assessment and not just a status. Activity due Dec 31, 2011
Resolution	Input due by Dec 31, 2011

Topic	Assessment Updates
Discussion	<ul style="list-style-type: none"> PPD – Reviewing POs & Procard submitted by PPD and some randomly selected. V&V – Selected 15 items for the upcoming review ... determining if there are any management wants to postpone. This is an activity to ensure proposed solutions implemented & still relevant for closed CAPs. All QARs will be notified if there are any V&V scheduled for their area. BSS – There is a request to reduce assessment of the Procurement department in BSS since they are so heavily assessed now. Asking for recent/past assessment reports to see where assessments can be reduced
Resolution	N/A

Topic	Showed OQBP FermiDash on integration server
Discussion	Looked at information & features for OQBP status. FermiDash not "live" - only limited access now.
Resolution	N/A

Topic	Reviewed 2012 PEMP
Discussion	Review section 6.5 specifically of FY2011_DOR_PerfEvalOf FNAL (PEMP)
Resolution	N/A

Topic	QAR Future Meeting Planning
Discussion	Because of holidays no meeting on Jan 2, continue with alternate week schedule
Resolution	First meeting of 2012 on Jan 9

Tom King - X6474 or 630-267-6644
Meeting adjourned - duration 55 minutes